

ELECTRICAL PERMIT APPLICATION

FAIRFAX COUNTY OFFICE OF BUILDING CODE SERVICES  
PERMIT APPLICATION CENTER  
12055 Government Center Parkway, 2nd Floor Telephone: 703-222-0801  
Fairfax, Virginia 22035-5504 Web site: http://www.co.fairfax.va.us/dpwes

FILL IN ALL APPROPRIATE INFORMATION IN THIS COLUMN  
(PLEASE PRINT OR TYPE)

BUILDING PERMIT #

JOB LOCATION  
ADDRESS  
LOT # BUILDING  
FLOOR SUITE  
SUBDIVISION  
TENANT'S NAME

OWNER INFORMATION

OWNER TENANT

NAME  
ADDRESS  
CITY STATE ZIP  
TELEPHONE

CONTRACTOR INFORMATION

SAME AS OWNER

CONTRACTORS MUST PROVIDE THE FOLLOWING:  
COMPANY NAME  
MASTER NAME  
ADDRESS  
CITY STATE ZIP  
TELEPHONE  
STATE CONTRACTORS LICENSE #  
COUNTY BPOL #

APPLICANT

WORK DESCRIPTION

NEW REPLACEMENT CONVERSION

LIST EQUIPMENT TO BE INSTALLED AND THE RATING AS INDICATED  
SEE REVERSE SIDE OF FORM FOR ADDITIONAL INFORMATION

GENERAL:		(RESIDENTIAL AND COMMERCIAL)	
N00		Service-amps (new residential only)	
003		Service-amps	
005		Temp/Construct-amps	
006		Temp/Permanent-amps	
007		Sub meters-amps	
008		Sub meters-amps	
001		Circuits	
002		Fixtures	
S11		Low voltage system	

HEATING AND COOLING EQUIPMENT:  
(RESIDENTIAL AND COMMERCIAL)

A01		Air cleaner	
A02		Air handler/commercial-hp	
R01		Air conditioner/residential	
C11		Air conditioner/commercial-hp	
R02		Baseboard heat/Wall heater-kw	
S03		Fan coil unit	
R04		Furnace (electric)-kw	
A08		Furnace (gas/oil)/residential	
C10		Heat pump-kw	
C03		Heating equipment-kw	
C03		Heating equipment-kw	
C03		Heating equipment-kw	
S08		Unit heater	

MISCELLANEOUS EQUIPMENT:  
(GENERALLY COMMERCIAL)

S01		Carnival/Fair/Circus/etc.	
S02		Dental chair	
S06		Exterior light poles	
C05		Signs (fluorescent)-# of tubes	
C06		Signs (incandescent)	
C07		Signs (neon)-# of transformers	
S07		Temp wiring-Tents/Stands/etc.	
S10		X-ray machine	

All information on the reverse side of this form is a part of this application and must be complied with. I hereby certify that I have authority to make this application, that the information is complete and correct, and that the work performed and equipment installed will conform to the Virginia Uniform Statewide Building Code, and other applicable laws and regulations which relate to the property.

Signature of Owner, Master, or Agent

Date

Name and Title (plase print)

An Affidavit of Permit Authorization form (located on reverse side of application) must be completed by the property owner if the permit is to be issued in the owner's name and another party is submitting the application on behalf of the owner. Please read the note to property owners on this application prior to signing the affidavit.

PERMIT #

FOR INSPECTIONS CALL 703-222-0455 (see back for more information)

DO NOT WRITE IN GRAY SPACES - COUNTY USE ONLY

ROUTING

DATE

APPROVED BY

LICENSING

PLAN REVIEW

PLAN #:

AMOUNT DUE = \$

APPROVED FOR ISSUANCE OF ELECTRICAL PERMIT  
(LOG OUT)

BY DATE

REMARKS

COMMON RESIDENTIAL EQUIPMENT:  
(RESIDENTIAL ONLY)

A15		Attic fan	
A17		Ceiling fan/residential	
A28		Central vacuum	
A16		Compactor	
A19		Dishwasher	
A18		Disposal	
A20		Dryer	
C02		Generator-kw	
A24		Hot tub pump (motor)-hp	
A25		Hydro tub pump (motor)-hp	
R05		Humidtifer	
C04		Motor for	-hp
A22		Oven	
A21		Range	
004		Smoke detector	
A23		Sump pump (motor)-hp	
A26		Water heater	
A27		Other	-hp
A09		Other	-kw

OTHER EQUIPMENT: (GENERALLY COMMERCIAL)

A03		Ceiling fan/commercial-hp	
A04		Compactor-hp	
C01		Compressor-hp	
A05		Dishwasher-hp	
A06		Disposal-hp	
A07		Dryer-kw	
S04		Fire alarm station (FAS)	
S05		Gasoline dispenser (fuel pumps)	
C02		Generator-kw	
C02		Generator-kw	
C02		Generator-kw	
R05		Humidifier	
A24		Hot tub pump (motor)-hp	
A25		Hydro tub pump (motor)-hp	
C04		Motor-hp	
C04		Motor-hp	
C04		Motor-hp	
C04		Motor-hp	
C04		Motor-hp	
C04		Motor-hp	
A10		Oven-kw	
A11		Pump-hp	
A12		Range-kw	
009		Systems furn (# of circuits)	
C08		Transformer-kva	
C08		Transformer-kva	
C08		Transformer-kva	
C08		Transformer-kva	
C08		Transformer-kva	
C08		Transformer-kva	
C09		UPS system-kva	
C09		UPS system-kva	
A13		Water heater-kw	
S09		Welder	
A27		Other	-hp
A09		Other	-kw

**Equipment Listed** The equipment listed on this application is not inclusive of all work requiring the issuance of a permit. Rather, it is a listing of the work most commonly requested on this type of permit application. If the work to be performed is not listed on the application, write in the equipment to be installed or the work to be performed in the space provided. Please attach sheets as needed if additional room is required. Please note that some appliances, equipment, and fixtures cannot be listed on this application and require another type of permit for installation. Questions concerning use of this application should be directed to staff of the Permit Application Center.

**Temporary Service Connections** A temporary for permanent ("Temp/Permanent") must be included on the electrical application for any project that will have power connected prior to final inspection, and for any project which requires more than one inspection of electrical service work.

**Note to Property Owners** If you have made arrangements with a contractor to do this work, Fairfax County strongly suggests that the contractor be the party to secure the permit. When contractors obtain the permit in their name, they indicate their responsibility for the work. You should avoid obtaining permits in your name for work that will be performed by a contractor. When a permit is issued solely to the owner, enforcement actions against the contractor for code violations become more difficult. Additionally, when a contractor applies for the permit, the County will verify that the contractor is licensed as required by State and local laws. Unwillingness to obtain the permit may be an indication that the contractor is not appropriately licensed. If you have any questions concerning this matter, please call the Permits Division at 703-222-0801 prior to signing the application.

**Expiration of Permits** An issued permit is non-transferable and shall become void if the authorized work has not commenced within six months after issuance, or if the work is suspended for a period of six or more months after having commenced. Requests for permit extensions may be made in writing to the Permits Division of the Office of Building Code Services. Requests must be received prior to the expiration of the permit. Expired permits cannot be extended.

**Notification of Utilities** The permit holder is required to notify all utilities before commencing any underground construction and must receive the proper clearances from the utilities as prescribed in the Code of the County of Fairfax.  
(Miss Utility 1-800-257-7777)

**Inspection Requirements** The permit holder is responsible for scheduling required inspections and for assuring that final approvals are received prior to use of the building, structure or part thereof, as required by the Virginia Uniform Statewide Building Code.

**Residential Inspections** To maximize the benefits of the County's cross trained Residential Inspections Division, all initial residential concealment inspections (electrical, mechanical, plumbing, and framing inspections) for a project must be scheduled for a simultaneous inspection. A combined inspection is also required when scheduling final inspections. If the required inspections are not scheduled for the same day, the inspector may hold the inspection request(s) until all the work is ready for inspection.

**Scheduling and Canceling Inspections** Inspections can be scheduled or cancelled by using the internet, the Automated Inspection Requests System, or by speaking directly with County staff. To schedule or cancel an inspection via the internet, go to <http://www.co.fairfax.va.us/dpwes>, click on "Schedule Inspection", and follow directions on the screen. To schedule or cancel an inspection using the 24 hour Automated Inspection Request System (AIRS), touch tone telephone users can call 703-222-2474. Rotary telephone users and persons who prefer to speak with County staff may call 703-222-0455 during normal Permits Division office hours Monday through Friday.

**After-Hours Inspections** It is occasionally necessary for inspections to be performed outside of regular County business hours. After-hours building inspections can be arranged with prior approval and prepayment of inspection fees. A fee as outlined in the Office of Building Code Services Fee Schedule shall be charged for each 30 minute period, or fraction thereof, of inspection time performed outside of regular County business hours. This fee is in addition to the fee for the building permit which authorizes the performance of the work.

**Right of Appeal** Decisions of the Building Official may be appealed to the Fairfax County Board of Building Code Appeals in accordance with the Virginia Uniform Statewide Building Code, the Code of the County of Fairfax and the Board's current procedures.

**Affidavit of Permit Authorization** When required, this form must be filled out by the property owner and notarized. It must be completed prior to permit issuance. Please read the note to property owners above prior to signing the affidavit.

I \_\_\_\_\_, owner of the property listed on this permit application, certify that I have granted \_\_\_\_\_, my duly authorized agent, permission to obtain this permit solely in my name. I understand that the permit will be issued in my name and I accept full responsibility for the work performed. \_\_\_\_\_

*signature of property owner* *date*

State/District of \_\_\_\_\_ : \_\_\_\_\_ : to wit:

City/County of \_\_\_\_\_ :

I, \_\_\_\_\_, a Notary Public in and for the aforesaid State/District hereby certify that \_\_\_\_\_, appeared before me in the State/District and City/County aforesaid and executed this affidavit on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

*signature of Notary*

My Commission Expires the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.